

AD-A105 507

DEFENSE TECHNICAL INFORMATION CENTER ALEXANDRIA VA 0--ETC F/6 5/2
ANALYSIS OF RESPONSES TO 'SURVEY TO DTIC'S MILITARY USERS ON CU--ETC(U)
OCT 81 M B BONNETT

UNCLASSIFIED

NL

| 07 |
AD A
105-507



END
(DATE)
(FOI NO)
11-81
DTIC

AD-A105 507

**ANALYSIS OF RESPONSES TO
"SURVEY OF DTIC's MILITARY USERS ON CURRENT
AND PLANNED TECHNICAL LIBRARY/INFORMATION CENTER
AUTOMATION"**

Mary B. Bonnett, Project Officer

**October 1981
Final Report**

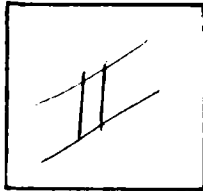
Approved for public release; distribution unlimited

**Office of Information Systems and Technology
Defense Technical Information Center
Cameron Station
Alexandria, Virginia 22314**

PHOTOGRAPH THIS SHFET

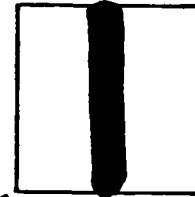
AD A105507

DTIC ACCESSION NUMBER



LEVEL

Defense Technical Information Center
Cameron Station Alex, VA Office of Information Systems and Technology



INVENTORY

*Analysis of Responses to "Survey of DTIC'S Military Users on
Current and Planned Technical Library/Information Center Automation"*

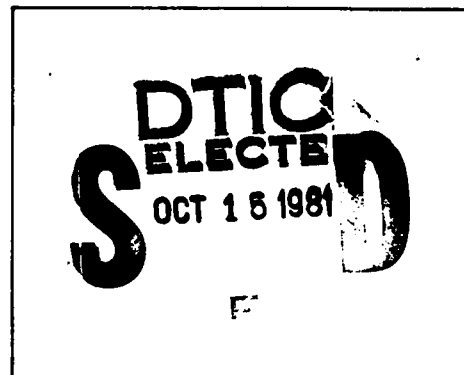
DOCUMENT IDENTIFICATION *Final Rpt. Oct. 81*

DISTRIBUTION STATEMENT
Approved for public release;
Distribution Unlimited

DISTRIBUTION STATEMENT

ACCESSION FOR	
NTIS	GRA&I
DTIC	TAB
UNANNOUNCED	
JUSTIFICATION	
BY	
DISTRIBUTION /	
AVAILABILITY CODES	
DIST	AVAIL AND/OR SPECIAL
A	

DISTRIBUTION STAMP



DATE ACCESSIONED

81 10 15

DATE RECEIVED IN DTIC

PHOTOGRAPH THIS SHEET AND RETURN TO DTIC-DDA-2

AD -

ANALYSIS OF RESPONSES TO
"SURVEY OF DTIC'S MILITARY USERS ON CURRENT
AND PLANNED TECHNICAL LIBRARY/INFORMATION CENTER
AUTOMATION"

Mary B. Bonnett, Project Officer

October 1981

Final Report

Approved for public release; distribution unlimited

Office of Information Systems and Technology
Defense Technical Information Center
Cameron Station
Alexandria, Virginia 22314

SECURITY CLASSIFICATION OF THIS PAGE (When Data Entered)

DD FORM 1473 EDITION OF 1 NOV 65 IS OBSOLETE
1 JAN 73

SECURITY CLASSIFICATION OF THIS PAGE (When Data Entered)

UNCLASSIFIED

SECURITY CLASSIFICATION OF THIS PAGE(When Data Entered)

requests were indicated. They include: remote site bibliographic files, 18; electronic mail service, 15; consultation and advice, 39; automated library model, 11; dial-up access to DROLS, 12; and other services, 28. A total of 195 specific automation projects were identified as in the plans of respondents.

UNCLASSIFIED

SECURITY CLASSIFICATION OF THIS PAGE(When Data Entered)



DEFENSE LOGISTICS AGENCY
DEFENSE TECHNICAL INFORMATION CENTER
CAMERON STATION
ALEXANDRIA, VIRGINIA 22314

DTIC-J

PREFACE

This report is based on responses to a "Survey of DTIC's Military Users on Current and Planned Technical Library/Information Center Automation". The data for the report was collected in August 1980.

Response to the questionnaire was most helpful and is appreciated, especially the detailed and thoughtful descriptions of planned automation projects and areas where DTIC User Libraries would like to see a new service or support effort initiated by the Defense Technical Information Center. As in any such survey, there are requests for services which would be helpful to our user's which DTIC cannot meet because they fall outside the mission of the agency. It is hoped that in identifying such requested services, other organizations, either commercial or government, will develop solutions and/or systems to meet the need.

Special thanks must go to those respondents who graciously answered questions generated from their initial questionnaire responses.

Prepared by:

A handwritten signature in cursive script, reading "Mary B. Bonnett".

MARY B. BONNETT
Administrative Librarian

Approved by:

A handwritten signature in cursive script, reading "Cecil A. Myatt, Jr.".

CECIL A. MYATT, JR.
Director, Office of Information
Systems and Technology

TABLE OF CONTENTS

Purpose	1
Background and analysis	1
Automated services in use.....	3
Additional DTIC services requested	8
Automation projects planned	12
Conclusions	16
Survey form.....	Appendix A
Glossary	Appendix C
References	Appendix D

CHARTS

1. Survey responses	2
2. Automation in use	3
3. Composite automated functions/source of service	Appendix B
4. Additional DTIC services requested.....	8
5. Automation Projects Planned	12

ANALYSIS OF RESPONSES TO
"SURVEY OF DTIC'S MILITARY USERS ON CURRENT AND PLANNED
TECHNICAL LIBRARY/INFORMATION CENTER AUTOMATION"

PURPOSE:

This survey was undertaken in response to requests from several Defense Technical Information Center (DTIC) users for expanded services from the center. Three organizations, Naval Research Laboratory, Institute for Defense Analyses, and Defense Communications Agency have submitted requests for expanding the Shared Bibliographic Input Experiment (SBIE) into a resource-sharing system in which purely local files could be handled with the Defense RDT&E On-Line System (DROLS) or compatible software in a totally separate file, available only to the entering organization. Rather than start a program at the request of a very few users, the survey was used as a means of identifying DTIC users with specific needs for support in the area of automation and/or networking.

BACKGROUND AND ANALYSIS:

Survey forms (Appendix A) were mailed to all DoD and Military registered users on the Master User Address Contract (MUAC) File, knowing that many of these were not libraries or information centers. The cover letter requested that recipients which are not libraries forward the survey to the library or information center which serves them. This resulted in some inconsistencies in the response data as shown in Chart 1.

Chart 1

SURVEY RESPONSES

		*Libraries	Non-	Library		*Libraries
	Surveys	on	Library	Responses	Total	not
Service	Sent	File	Response	Received	Responses	Responding
Army	334	97	19	98	117	36
Navy	341	93	22	81	103	48
Air Force	420	34	28	67	90	16
DoD Joint/Service	129	26	4	24	28	14
Total	1224	250	68	270	338	114

* Determined by review of MUAC file and comparison of the registered-user codes which had responded.

The sixty-eight survey forms returned by registered DTIC Users which are not libraries or information centers were considered and comments were appreciated, however, the data is not tabulated in this analysis.

The questionnaire was designed to gather information on the present and planned automation in libraries/information centers of DTIC users, as well as areas where DTIC support is desired. It deliberately did not name specific automated systems, only specific functions which make up a typical library operation. Respondents were asked to identify the system in use, if they had automated a particular function. This approach was used to identify more of the less well known systems, which it did. However, it tended to complicate the analysis of the responses since there were an undetermined number of systems cited.

Chart 2 shows the breakdown of responses to Question 1: "Does your library/information center use any automated processes at this time?"

Chart 2

AUTOMATION IN USE

<u>Service</u>	<u>Yes</u>	<u>No</u>	<u>% Yes</u>
Army	61	37	62 %
Navy	31	50	38 %
Air Force	26	41	40 %
DoD/Joint Service	10	14	44 %
Total	128	142	47 %

AUTOMATED SERVICES IN USE:

Those respondents indicating that automated processes are in use in their facility were asked to indicate which functions are automated and the system used or source of programing for it. The responses show that vendor designed services are widely used, with a few locally designed systems using in-house programing or an integration of vendor systems to provide an integrated automated library system.

Chart 3 (Appendix B) is a composite of the functions and sources of service which are detailed in the individual charts of automated functions on the following pages. The individual charts show library functions which were indicated as having been automated by one or more responses, and the system used or programing source. In some cases, systems showing limited usage have been combined into an "other" category.

This survey identified four Technical Libraries which have or are developing integrated automated systems; the David Taylor Naval Ship R&D Center (DTNSRDC), Bethesda, MD; DTNSRDC, Underwater Explosives Research Division, Portsmouth, VA; The Army Library, Pentagon and the Army Training and Doctrine Command (TRADOC), with headquarters at Fort Lee, VA.

The automated system developed at David Taylor Naval Ship R&D Center, Bethesda automates several library functions, including cataloging, reference, circulation, interlibrary loan, shelf list and selective dissemination of information (SDI) using Battelle's BASIS as a data base management system. This system is described in detail in Automated Technical Library System Users Manual, by Sherva L. Martin [Reference 1].

DTNSRDC, Underwater Explosions Research Division, Portsmouth is working toward an automated library system through a contract effort. Potomac Research Inc., McLean, VA was selected for the project of indexing a collection of about 20,000 classified and unclassified technical reports. Programs are written and 25% of the documents had been processed when contract funds were exhausted. This is expected to be completed soon. It is planned to provide inventory control and reference services for the Portsmouth location and their parent department at DTNSRDC, Bethesda, but not connect to the BASIS system at DTNSRDC's Technical Library.

The Army Library has implemented Phase I of its Integrated Library System (ILS) a software package developed by the Lister-Hill Center for Biomedical Communication at the National Library of Medicine, the cataloging, serial control and circulation systems are functioning now with reference service from touch panel terminal, acquisition and selective dissemination of information

This survey identified four Technical Libraries which have or are developing integrated automated systems; the David Taylor Naval Ship R&D Center (DTNSRDC), Bethesda, MD; DTNSRDC, Underwater Explosives Research Division, Portsmouth, VA; The Army Library, Pentagon and the Army Training and Doctrine Command (TRADOC), with headquarters at Fort Lee, VA.

The automated system developed at David Taylor Naval Ship R&D Center, Bethesda automates several library functions, including cataloging, reference, circulation, interlibrary loan, shelf list and selective dissemination of information (SDI) using Battelle's BASIS as a data base management system. This system is described in detail in Automated Technical Library System Users Manual, by Sherva L. Martin [Reference 1].

DTNSRDC, Underwater Explosions Research Division, Portsmouth is working toward an automated library system through a contract effort. Potomac Research Inc., McLean, VA was selected for the project of indexing a collection of about 20,000 classified and unclassified technical reports. Programs are written and 25% of the documents had been processed when contract funds were exhausted. This is expected to be completed soon. It is planned to provide inventory control and reference services for the Portsmouth location and their parent department at DTNSRDC, Bethesda, but not connect to the BASIS system at DTNSRDC's Technical Library.

The Army Library has implemented Phase I of its Integrated Library System (ILS) a software package developed by the Lister-Hill Center for Biomedical Communication at the National Library of Medicine, the cataloging, serial

control and circulation systems are functioning now with reference service from touch panel terminal, acquisition and selective dissemination of information planned for 1981. This system has been documented in the following publications:

Mitre Corporation, McLean, VA, METREK Division.

A Guide to Using Bibliographic Features of the Integrated Library System (ILS). [Reference 2]

A Users Guide to Maintaining the Master Bibliographic File of the Integrated Library System (ILS). [Reference 3]

Lister-Hill National Center for Biomedical Communication, Bethesda.

The Integrated Library System Users Manuals. Circulation Subsystem and General Function. July 1980. [Reference 4]

The Army Training and Doctrine Command (TRADOC) has developed TRADOC Library and Information Network (TRALINET) to link 44 Army post, academic and technical libraries in the command for services from OCLC, DTIC, BRS, DIALOG and other systems as a mini-network within the Federal Library Information Network (FEDLINK). TRALINET is geographically scattered and serves diverse uses from "public library" type service for Army personnel and their families to academic support to the Army Command and General Staff College. The design includes introduction of automated operations, centralization of selected technical functions, establishment of a distributed network in a minicomputer environment and consolidation of multiple library units into cost-effective library system operation for all TRADOC sites.

Published information on TRALINET include:

Kearney, Henry, Network Links Army Libraries. American Libraries 10:4

p.217 [Reference 5]

Army Training and Doctrine Command, Fort Monroe, VA. TRADOC Library and
Information Network (TRALINET); Annual Report No. 1:Oct 78 and Sep 79, by

JoAn I. Stolley. [Reference 6]

ADDITIONAL DTIC SERVICE REQUESTED:

Responses to the question "Identify areas where your organization would like to see DTIC initiate a support effort or model design (i.e., remote site bibliographic files, electronic mail, consultation and advice, etc.)" were limited, frequently only indicating one of the suggested items. Chart 4 tabulates the responses received. Some responses listed several services, others none. The entries in parens indicate re-evaluation of responses after telephone discussions of the questionnaire with the person completing the survey.

Chart 4

Additional DTIC Services Requested

Requested Service	Army	Navy	Air Force	DoD/Joint	Total
					*
Remote site bibliographic file	10	6	0	2	(12) 18
Minicomputer software/local file	2	1	1	0	4
Electronic mail service	7	4	4	0	15
Consultation and advice	16	14	7	2	39
Model of automated library	6	3	2	0	11
Dial-up access to DROLS	4	2	5	1	(15) 12
Other services	14	9	3	2	28
Total	57	38	21	7	123

*Changes resulting from telephone discussions.

The remote site bibliographic file, requested in eighteen responses, appeared to have several different meanings. In order to clarify just what was being

requested, those users who had indicated a request for something in this area were contacted by telephone. Of the sixteen organizations contacted, ten are interested in a local system which would handle bibliographic records in a format like DROLS and be searchable with a similar command language. Two respondents specifically requested a private file within the DTIC computer storage, using the DROLS software for input and retrieval, with access limited to the entering site.

Three of these respondents really meant 'dial-up access to DROLS', and one is no longer interested in cataloging technical reports due to a change in internal policy of the library. Two could not be contacted.

Software for minicomputers to be transferred to a DTIC user site to run local files in parallel with DROLS is very closely related to the first interpretation of the remote site bibliographic file. Such transferable software was requested specifically in four responses.

Some form of electronic mail (EM) or access to EM through the DROLS terminal was requested by 15 respondents as a means of communicating between DTIC registered on-line users.

The most frequently requested additional service from DTIC is consultation and advice on tested ways to handle automation projects and/or services which have been successfully used by others.

The automated library model, requested by 11 respondents, is viewed as closely related to consultation and advice since it was expressed as "tested and evaluated systems" for specific functions. Few of the responses specifically indicated they felt DTIC should develop a model library.

Dial-up access to DROLS from non-dedicated terminals was implemented on 1 Oct 80, very shortly after this survey was taken. It will not be further addressed in this analysis except to note that those requesting it have been provided information on procedures for initiating service.

There were 28 requests for other services which are more difficult to categorize, though they break into four basic areas. These are traditional library functions which are supplied by other organizations or means, improvement of present DTIC services, access to a wider range of information through DTIC, and totally new areas of activity.

The traditional library functions, such as providing interlibrary loan services, joint DoD periodical and/or book collection holdings lists, joint procurement, etc., are outside the scope of DTIC's mission. No action will be taken by DTIC in this area at this time.

Improvements to present DTIC services are addressed as they are identified. Specific comments include improved indexing for retrievability, better reproduced copies, improved demand bibliography formats, and automatic return of a microfiche copy of reports submitted.

There were a number of requests for access to a wider spectrum of information in the data base - administrative publications such as DoD Handbooks, Manuals, and engineering specifications, unpublished DoD research reports, non-DoD research reports and bibliographic records for computer software. The administrative publications have been excluded from DTIC control by DoD Instruction 5100.38. It is expected that the final phase of SBIE will create bibliographic records for a wider range of documents though the documents themselves may not be available from DTIC. Expanding the scope of DTIC's database is an ongoing task, which will take these requests into consideration.

Two requests were made for facsimile transfer of documents to users, rather than waiting for microfiche or paper copies. This is an area to explore, both to distribute information in critical cases or to receive information. However, present expressed demand does not warrant expenditure for the necessary equipment.

Three other services are already being investigated as DTIC projects. They are a research effort into various indexing systems (COSATI, MARC, etc.), access to other bibliographic reference services and access to DROLS through ARPANET as well as TYMSHARE.

Each of these requested services are based on needs inherent in the operation of one or more DTIC user library or information center. In practice there are usually a number of similar requirements that are not voiced for each one which comes forward and states the need. I believe this indicates a number of areas where DTIC needs to explore expanding and/or enhancing its services.

AUTOMATION PROJECTS PLANNED:

Automation projects planned by respondents and the fiscal year in which funding is programmed were indicated as follows:

	ARMY	NAVY	AIR FORCE	DoD/JOINT	TOTAL
1. Book acquisition	6	7	4	0	17
1980	(1)	-	-	-	(1)
1981	(1)	(2)	-	-	(3)
1982	(2)	(4)	-	-	(6)
1983	-	-	(1)	-	(1)
1984	-	-	(2)	-	(2)
1985	-	-	(1)	-	(1)
No date	(2)	(1)	-	-	(3)
2. Book cataloging	9	13	9	5	36
1980	(1)	(1)	-	(1)	(3)
1981	(4)	(6)	(4)	(2)	(16)
1982	(3)	(1)	(1)	(2)	(7)
1983	-	-	(1)	-	(1)
1984	-	-	(2)	-	(2)
1985	-	(1)	(1)	-	(2)
No date	(1)	(4)	-	-	(5)

	ARMY	NAVY	AIR FORCE	DoD/JOINT	TOTAL
3. OCLC Acquisition	6	6	3	1	16
1980	(1)	-	-	-	(1)
1981	(2)	(5)	(2)	(1)	(10)
1982	(1)	-	-	-	(1)
1983	(1)	-	-	-	(1)
1985	-	-	(1)	-	(1)
No date	(1)	(1)	-	-	(2)
4. DTIC on-line access	9	4	5	0	18
1980	(1)	-	-	-	(1)
1981	(5)	(3)	(5)	-	(13)
1982	(2)	-	-	-	(2)
1983	(1)	-	-	-	(1)
1984	-	(1)	-	-	(1)
5. Word processing facility	1	4	0	0	5
1981	-	(4)	-	-	(4)
No date	(1)	-	-	-	(1)
6. Serials control	2	5	2	1	10
1981	-	(4)	(1)	-	(5)
1985	-	-	(1)	-	(1)
No date	(2)	(1)	-	(1)	(4)

	ARMY	NAVY	AIR FORCE	DoD/JOINT	TOTAL
7. SDI Service	3	5	0	0	8
1980	-	(1)	-	-	(1)
1981	(1)	(2)	-	-	(3)
1982	(1)	(1)	-	-	(2)
No date	(1)	(1)	-	-	(2)_
8. Commercial Search Services	7	11	5	2	25
1980	-	(2)	-	-	(2)
1981	(4)	(6)	(2)	(1)	(13)
1982	(1)	(2)	(1)	-	(4)
1983	(1)	-	(1)	-	(2)
No date	(1)	(1)	(1)	(1)	(4)
9. Circulation system	8	10	6	2	26
1980	-	(1)	-	(2)	(3)
1981	(2)	(3)	(1)	-	(6)
1982	(2)	(2)	-	-	(4)
1983	(2)	(1)	-	-	(3)
1984	-	-	(2)	-	(2)
1985	-	-	(2)	-	(2)
No date	(2)	(3)	(1)	-	(6)

	ARMY	NAVY	AIR FORCE	DoD/JOINT	TOTAL
10. Integrated & other systems	14	9	6	5	34
1980	(1)	(1)	-	-	(2)
1981	(8)	(4)	(4)	(2)	(18)
1982	(1)	(1)	-	(1)	(3)
1983	(1)	-	-	-	(1)
1985	(1)	-	(1)	(1)	(3)
No date	(2)	(3)	(1)	(1)	(9)

CONCLUSIONS:

Nearly half of the respondents to this survey indicate that they are using some form of automation in their library or information center. The level of automation use varies from access to commercial on-line retrieval services or use of OCLC for cataloging open literature to integrated systems to handle all or most library functions. In addition, there is a considerable amount of automation activity planned by DTIC registered user libraries, almost half of it in FY 81. Ninety-one of the 195 projects planned are funded for FY 81 with 29 in FY 82, 10 in FY 83, 7 in FY 84 and 10 in FY 85. Thirty-four projects cited did not indicate funding year planned.

Thirty-nine responses request consultation and advice on library automation. Twenty-three of these have one or more specific projects budgeted in the next 5 years. Transfer of information and expertise between those organizations which are pursuing similar efforts would be useful and economically advantageous to the Department of Defense, as well as the individual units involved.

The 12 respondents requesting a remote site bibliographic file system and two requesting transferable minicomputer programs for handling bibliographic files are looking for a solution to the problem of control of technical reports not eligible for submission to DTIC. This is an area where previous requests for support have been recieved. The intent is to make the DROLS data base a central component of, and in effect an on-line catalog for those user libraries which participate in SEIE or Resource Sharing.

A number of the specific requests are combined into the "Other Services" category in the analysis. Several of these which are the subject of current projects in DTIC are:

1. Electronic mail is available on the DTIC ADPE Time Sharing Facility for the use of all SBIE sites and RSAG members. This service may be expanded to other user's as required in the future.

2. A comparison of the MARC technical report format and COSATI cataloging rules is currently underway at DTIC. Most of the commercially available cataloging and acquisition systems (even the one developed at NLM) are MARC-based. This effort is being pursued by the RSAG Committee on Cataloging Rules, made up of DTIC and DTIC User representatives.

3. Access to other bibliographic reference services through DTIC on a charge basis, much as for documents, is being explored.

4. ARPANET access to DROLS for unclassified searches has been the subject of other inquiries and may be pursued. This was requested by DoD organizations located in Europe and the Pacific.

APPENDIX A
SURVEY OF DTIC'S MILITARY USERS ON CURRENT AND PLANNED
TECHNICAL LIBRARY/INFORMATION CENTER AUTOMATION

Organization: _____

Address: _____

Name of Person Completing Survey: _____

Telephone No.: _____

I. Does your library/information center use any automated processes at this time? NO _____ YES _____ (If No, skip to Section III.)

II. Which function of your library/information center are automated? (For those checked please indicate the system used or sources of the programming, i.e., SDC, OCLC, in house effort, etc. If additional space is needed, continue on back.)

A. Acquisition of library materials:

1. Books and periodicals ☐ _____

2. Technical reports and controlled dissemination items ☐ _____

B. Cataloging and Indexing:

1. Book cataloging ☐ _____

2. Technical reports and controlled items ☐ _____

3. Serials control ☐ _____

C. Circulation and Inventory Control:

1. Open literature ☐ _____

2. Classified document control ☐ _____

D. Reference Services:

1. Open literature searches ☐ _____

2. Technical reports and controlled items searches ☐ _____

3. Selective Dissemination of Information ☐ _____

E. Interlibrary Loans:

1. Locate source ☐ _____

2. Request loan on-line ☐ _____

3. Facsimile transfer ☐ _____

F. Statistical Records on Library Function:

1. Circulation ☐ _____
2. Budget ☐ _____
3. Personnel and Scheduling ☐ _____
4. Property ☐ _____
5. Downgrade Classified ☐ _____
6. Other (describe) ☐ _____

III.

A. Identify and describe any significant problems and/or successes your organization experienced in automating that may be helpful to others who are just starting.

None

B. Identify areas where your organization would like to see DTIC initiate a support effort or model design. (i.e., remote site bibliographic files, electronic mail, consultation and advice etc.)

None

C. Description of automation projects your organization has planned or hopes to initiate. Indicate fiscal year in which project is planned.

None

The DTIC system is a very good one. I have been using it for a long time and it has been very helpful. I have been able to find a lot of information that I needed. I have been able to find a lot of information that I needed. I have been able to find a lot of information that I needed.

1/1/81

F. Statistical Records on Library Function:

1. Circulation ☐ _____
2. Budget ☐ _____
3. Personnel and Scheduling ☐ _____
4. Property ☐ _____
5. Downgrade Classified ☐ _____
6. Other (describe) ☐ _____

III.

A. Identify and describe any significant problems and/or successes your organization experienced in automating that may be helpful to others who are just starting.

B. Identify areas where your organization would like to see DTIC initiate a support effort or model design. (i.e., remote site bibliographic files, electronic mail, consultation and advice etc.)

C. Description of automation projects your organization has planned or hopes to initiate. Indicate fiscal year in which project is planned.

SURVEY OF DTIC'S MILITARY USERS ON CURRENT AND PLANNED
TECHNICAL LIBRARY/INFORMATION CENTER AUTOMATION

Organization: _____

Address: _____

Name of Person Completing Survey: _____

Telephone No.: _____

I. Does your library/information center use any automated processes at this time? NO____ YES____ (If No, skip to Section III.)

II. Which function of your library/information center are automated? (For those checked please indicate the system used or sources of the programming, i.e., SDC, OCLC, in-house effort, etc. If additional space is needed, continue on back.)

A. Acquisition of library materials:

1. Books and periodicals ☐ _____

2. Technical reports and controlled dissemination items ☐ _____

B. Cataloging and Indexing:

1. Book cataloging ☐ _____

2. Technical reports and controlled items ☐ _____

3. Serials control ☐ _____

C. Circulation and Inventory Control:

1. Open literature ☐ _____

2. Classified document control ☐ _____

D. Reference Services:

1. Open literature searches ☐ _____

2. Technical reports and controlled items searches ☐ _____

3. Selective Dissemination of Information ☐ _____

E. Interlibrary Loans:

1. Locate source ☐ _____

2. Request loan on-line ☐ _____

3. Facsimile transfer ☐ _____

APPENDIX B

Chart 3 - Composite Automated Functions/Source of Service

FUNCTION Source of Service	ACQUISITION		CATALOGING		REFERENCE		INTERLIBRARY LOANS			CIRCULATION		STATISTICS		TOTALS
	Open	Control	Book	TR & Serial	Open	TR & Control	Open	Locate	Request	Open	TR & Control	Open	Control	
Inhouse	13	7	17	32	20	4	14	14		19	27	12		179
OCLE	1		67	13	5			61	51					198
DTIC		24		11		49	15							99
NTIS		3				4								7
RLIN			2					2						4
Dialog						67	18	1	1					105
SDC Orbit						34	9	5	1					49
BRS						20	3							23
MEDLARS						13		4						17
NYT Info Bank						10								10
DOE/Recon						6								6
NASA/Recon							3							3
CIRC II(AFFTD)							4							4
Autodin/Gidep			5			4								9
EBSCO	1													1
Brodart			1											1
Other	4	8		4		9	5	8						38
TOTAL	19	47	87	60	25	163	113	64	52	19	27	12		753

Key
 Open = Books and Periodicals available to the general public
 TR & Control = Technical reports and other documents with controlled access
 SDI = Selective dissemination of information

	ARMY	NAVY	AIR FORCE	DoD/JOINT	TOTAL
<u>A. Acquisition of Library Materials</u>					
1. Books and Periodicals					
In-house	8	2	1	2	13
OCLC		1			1
EBSCO (Periodicals)	1				1
Other		2		2	4
Total	9	5	1	4	19
2. Technical Reports and Controlled Items					
In-house	1	1	2	3	7
DTIC	10	4	7	3	24
NTIS			2	1	3
Autodin/GIDEP	2	1	2		5
Other	1		4	3	8
Total	14	6	17	10	47
<u>B. Cataloging and Indexing</u>					
1. Books					
In-house	4	7	4	2	17
OCLC	36	8	16	7	67
RLIN		2			2
Brodart			1		1
Other					
Total	40	17	21	9	87
2. TR's and Controlled Items					
In-house	7	12	6	7	32
OCLC	12			1	13
DTIC	4	3	3	1	11
Other		3	1		4
Total	23	18	10	9	60
3. Serials Control					
In-house	8	6	4	2	20
OCLC	3		1	1	5
Total	11	6	5	3	25
<u>C. Circulation and Inventory Control</u>					
1. Open literature	4	8	4	3	19
2. Classified Document Control	6	12	5	4	27
<u>D. Reference Services</u>					
1. Open literature searches					
In-house	1	3			4
Lockheed Dialog	34	13	15	5	67
SDC Orbit	14	7	9	4	34
BRS	14	2		4	20
MEDLARS	5	1	6	1	13
New York Times	2	1	3	1	6
DOE/Recon	1	1	3	1	6
Other	4	3		2	9
Total	75	31	36	21	163

	ARMY	NAVY	AIR FORCE	DoD/JOINT	TOTAL
2. Technical Reports and Controlled Item Searches					
In-house	3	6	2	3	14
DTIC	24	10	10	5	14
Lockheed Dialog	11	2	4	1	49
SDC Orbit	5	1	2	1	9
NTIS	3		1		4
CIRC	2		1	1	4
NASA/Recon		2	1		3
BRS	3				3
GIDEP	1	1	2		4
Other	2	2		1	5
Total	54	24	23	12	113

3. Selective Dissemination of Information					
In-house	5	5	1	3	14
DTIC	6	5	3	1	15
Lockheed Dialog	8	4	5	1	18
SDC Orbit	2		2	1	5
MEDLARS	2		2		4
Other	2	3	1	2	8
Total	25	17	14	8	64

E. Interlibrary Loans

1. Locate Source					
OCLC	34	7	14	6	61
RLIN		2			2
Other		2			2
Total	34	11	14	6	65
2. Request Loan					
OCLC	30	6	12	4	52
Lockheed Dialog		1			1
Total	34	11	14	6	65
3. Facsimile Transfer	1	3	1		5

F. Statistical Records

(all are local systems)

Circulation	4	2	4	2	12
Budget	4		1		5
Property	4	1	1		6
Security	2	1	2	1	6
Reference	2	4	3	2	11
Total	16	8	11	5	40

APPENDIX C

GLOSSARY

ARPANET	Advanced Research Projects Agency Network
DROLS	Defense RDT&E On-Line System. DTIC's on-line storage and retrieval system.
DTIC	Defense Technical Information Center
ILS	Integrated Library System. Developed by Lister-Hill Center for Biomedical Communication at the National Library of Medicine. Prototype implemented at the Army Library, Pentagon.
OCLC	OCLC, Inc, formerly Ohio College Library Center. Commercial on-line system for shared cataloging of open literature.
RDT&E	Research, Development, Test and Evaluation
RSAG	Resource Sharing Advisory Group
SBIE	Shared Bibliographic Input Experiment. Shared cataloging of technical reports into the DROLS by on-line user sites.

APPENDIX D

REFERENCES

1. Martin, Sherva L. Automated Technical Library System Users Manual. 1979. DTNSRDC/FMD-79/01, AD-A081 078.
2. Mitre Corporation, McLean, VA METREK Division. A Guide to Using Bibliographic Features of the Integrated Library System (ILS). March 1980. MTR-80W0074, NLW/DF-80/001A, LHN CBC-80-01, PB80-202666.
3. ---. A Users Guide to Maintaining the Master Bibliographic File of the Integrated Library System (ILS). April, 1980. MTR-80W00126, NLM/DF-80-001B, LHN CBC-80-02, PB80-202674.
4. Lister-Hill National Center for Biomedical Communication, Bethesda. The Integrated Library System Users Manual. Circulation Subsystem and General Function. July 1980. LHN CBC-80-08, NLM/DF-80-001C, PB80-100273.
5. Kearney, Henry. Network Links Army Libraries. American Libraries 10:4 p.217,
6. Army Training and Doctrine Command, Fort Monroe, VA. TRADOC Library and Information Network (TRALINET); Annual Report No. 1: Oct 78 and Sep 79, by JoAn I. Stolley. AD-A083 666.

DATE
ILME